

1. The PCO shall include this solicitation provision in competitive, negotiated acquisitions when the PCO anticipates, and has approval for, the use of non-Government contractor support personnel (academia, nonprofit institutions, industry or individuals) in the source selection process.
2. PCOs shall review AFARS Appendix AA, Army Source Selection Manual, Appendix B, in support of their assessment that sufficient personnel with the requisite training and capabilities are not readily available within the Army or other Federal agencies.
3. If the decision is made to proceed with the use of non-Government contractor support personnel in the source selection process, the PCO must develop a written determination, in accordance with FAR 37.204 and 37.203. In accordance with AFARS 37.204(a), the Principal Assistant Responsible for Contracting (PARC) must approve the written determination prior to inserting this solicitation provision and prior to using non-Government personnel.
4. Absent the above, the PCO must assure, in coordination with the customer, that NO non-Government personnel participate in the source selection process.

**52.237-4000 USE OF NON-GOVERNMENT CONTRACTOR SUPPORT PERSONNEL OCT/2010  
IN THE SOURCE SELECTION PROCESS**

1. Offerors are advised that employees of firms identified below may serve as non-government advisors in the source selection process. These individuals will be authorized access to only those portions of the proposal data and discussions that are necessary to enable them to perform their respective duties. Such firms are expressly prohibited from competing on the subject acquisition.

[INSERT NAMES, ADDRESSES, AND TELEPHONE NUMBERS OF FIRMS HERE.]

2. In accomplishing their duties related to the source selection process, the aforementioned firms may require access to proprietary information contained in the offerors' proposals. Therefore, pursuant to FAR 9.505-4, these firms must execute an agreement with each offeror that states that they will (1) protect the offerors' information from unauthorized use or disclosure for as long as it remains proprietary and (2) refrain from using the information for any purpose other than that for which it was furnished. To expedite the evaluation process, each offeror must contact the above companies to effect execution of such an agreement prior to submission of proposals. Each offeror shall submit copies of the agreement with their proposal.